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STATE PROCUREMENT OFFICE
NOTICE OF AND REQUEST FOR EXEMPTION
FROM CHAPTER 103D, HRS

1. TO: Chief Procurement Officer
2. FROM: Department of Defense/Youth Challenge Academy

Department/Division/Agency

Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

3. Description of goods, services or construction:

Provide weekly linen and laundry service for approximately 196 twin size sheets, 98 queen size blankets and 98 pillow cases. Pick up dirty linen, blankets and pillow cases every Tuesday morning and return the same amount on the same day before 5:00 pm. Vendor must have capability to launder pillows and plastic mattress covers that will be included as needed.

4. Name of Vendor:

Address:

5. Price:

\$10,500.00

6.

Term of Contract: From: 05/25/10 To: 10/31/10

7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

Laundry service contract awarded through HEPS on February 19, 2010. Due to price of contract interpreted by vendor as a weekly amount and the department's interpretation of contract price as an annual amount, an Order to Stop Work notice has been issued to stop this exorbitant cost to the State. The Academy is in session and still requires weekly laundry service while this contract issue needs to be resolved.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

Will use the list from original HEPS solicitation for this service. Purchase order will be issued to selected vendor.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:

Purchase order with all back up documents to be reviewed and approved by The Adjutant General.

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:		
Name	Position	Involvement in Process
Dennis Agbisit	YCA Admin Log	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Teresa Lee	Purchasing Tech II	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Tom Moriyasu	Business Management Officer	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration

13. Direct inquiries to:	Department: Defense Contact Name: Tom Moriyasu Phone Number: 733-4260 Fax Number: 733-4238
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Agency shall ensure adherence to applicable administrative and statutory requirements

14. I certify that the information provided above is, to the best of my knowledge, true and correct.

Raymond M. Nakawa (Signature)
 Department Head

MAY 19 2010
 Date

15. Date Notice Posted	5/24/2010
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The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
 State Procurement Office
 P.O. Box 119
 Honolulu, Hawaii 96810-0119

Chief Procurement Officer's comments:

The request lacks justification for an exemption. Department shall issue a new solicitation clearly addressing the unit of measure, specific requirements, and term of contract.

16. Chief Procurement Officer's comments:

☐ APPROVED ☒ DISAPPROVED ☐ NO ACTION REQUIRED

Charles S. Jeter (Signature)
 Chief Procurement Officer

6/3/2010
 Date